

# TRI-COUNTY SCHOOLS INSURANCE GROUP

## EMPLOYEE BENEFITS

Policy No. 211

### Employer Contributions and Refunds

Employer's are responsible for reporting additions, changes and terminations of coverages on a timely basis. Contributions must be made from the date an employee and their dependents are eligible for coverage. The Employer's payment to TCSIG for the medical, dental and vision plans must include the total contribution rate or minimum contribution for all eligible full-time employees and participating part-time employees or board members. Refunds will only be made up to a maximum of 90 days prior to the date the request for refund is received by TCSIG.